



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA  
TUESDAY, JULY 5, 2016  
12:00 p.m. Noon  
COUNCIL CHAMBERS, CITY HALL – 421 MICHIGAN ST  
THAD G. BIRMINGHAM, MAYOR**

1. Call to order.
  2. Pledge of Allegiance.
  3. Roll call.
  4. Adoption of agenda.
  5. Consideration of the following bills: General Fund – \$49,734.57, Capital Fund - \$32,643.92, Cable TV - \$4,685.00, TID #4 – \$3,211.00, and Solid Waste Enterprise Fund - \$167.25 for a grand total of \$90,441.74. [roll call]
  6. CONSENT AGENDA
- \* All items listed with an asterisk (\*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests before the Adoption of the Agenda, in which event the item will be removed from the Consent Agenda and considered immediately following the consent agenda.
- \* a. Approval of 6/21/16 regular Common Council minutes.
  - \* b. Approval of the following minutes:
    - (1) Sturgeon Bay Utility Commission – 5/10/16
    - (2) Zoning Board of Appeals – 6/14/16
    - (3) Finance/Purchasing & Building Committee – 6/14/16
    - (4) Waterfront Design Review Board – 6/15/16
    - (5) City Plan Commission – 6/15/16
    - (6) Parking & Traffic Committee – 6/20/16
  - \* c. Place on file the following report:
    - (1) Fire Department Report – May 2016
  - \* d. Consideration of: Approval of beverage operator licenses.
  - \* e. Consideration of: Approval of Temporary Class B Beer license.
  - \* f. Consideration of: Approval of Temporary Class B Wine license.
  - \* g. Consideration of: Approval of Sidewalk Café Permit Application for Door County Fire Company.
  - \* h. Consideration of: Approval of request for exception to noise ordinance for Door County Fair – August 1, 2016 – August 10, 2016
  - \* i. City Plan Commission recommendation re: Amending Section 20.07(7)(c) of the Municipal Code – Roof pitch.
  - \* j. City Plan Commission recommendation re: Halyard Street as the name for the new public street abutting the north side of Cadence (1425 S. Neenah Ave.)

7. **Mayoral appointments.**
8. **Public hearing re: Amendment to Chapter 20 of the Municipal Code (Zoning Code) - Require Garage To Be Constructed With All New Dwellings.**
9. **First reading of ordinance re: Creating Section 20.07(7)(i) of the Municipal Code - Require Garage To Be Constructed With All New Dwellings.**
10. **Consideration of: Request for Fence Encroachment into Jefferson Street Right-of-Way – Fincantieri.**
11. **Committee Chairperson Reports:**
  - a. **City Plan Commission**
  - b. **Finance/Purchasing & Building Committee**
  - c. **Park & Recreation Committee**
12. **Public comment on non-agenda items.**
13. **Mayor's comments.**
14. **Adjourn.**

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 7-1-16

Time: 12:00pm

By: AM

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 07/05/2016

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
LIABILITIES				
04696	DOOR COUNTY TREASURER	MFL CLOSED PILT	01-000-000-24310	4.72
04696		MFL PILT	01-000-000-24310	2.12
R0000984	CHARLES BORDEAU	06.16.16 FOOD SHARE/BORDEAU	01-000-000-21595	77.00
R0000984		06.25.16 FOOD SHARE-BORDEAU	01-000-000-21595	76.00
R0000985	SULLYS THUMBS UP PRODUCE	06.16.16 FOOD SHARE/SULLYS	01-000-000-21595	47.00
R0000985		06.25.16 FOOD SHARE-SULLYS	01-000-000-21595	56.00
R0000991	SPERBER FARMS	6.16.16 FOOD SHARE/SPERBER	01-000-000-21595	50.00
R0001001	RENARDS CHEESE	06.16.16 FOOD SHARE/RENARDS	01-000-000-21595	52.00
R0001001		06.25.16 FOOD SHARE-RENARDS	01-000-000-21595	55.00
R0001358	SCOTT STRANG	PUBLIC HRING SIGN /STRANG	01-000-000-23168	50.00
R0001397	ROLF OLSON	PBLC HRING SIGN REFND/R OLSON	01-000-000-23168	50.00
R0001399	DONEFF LAND HOLDINGS	PBLC HRING SIGN -DNEFF	01-000-000-23168	50.00
R0001402	ROBERT ARENDS	PBLC HRING SIGN RFND-ARENDS	01-000-000-23168	50.00
THORP	PAT THORP	06.16.16 MARKET/PATS PATCH	01-000-000-21595	83.00
TOTAL LIABILITIES				702.84
TOTAL GENERAL FUND				702.84
LAW/LEGAL				
16555	PINKERT LAW FIRM, LLP	04/16 GENERAL LEGAL MATTERS	01-110-000-55010	2,106.00
TOTAL				2,106.00
TOTAL LAW/LEGAL				2,106.00
CITY CLERK-TREASURER				
03330	VALERIE CLARIZIO	MEAL REIMBUSE/CLARIZIO	01-115-000-55600	68.70
03330		MILEAGE/CLARIZIO	01-115-000-55600	59.40
13901	MTAW	MTAW FALL CONF REG-CLARIZIO	01-115-000-55600	110.00
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	OFFICE SUPPLIES	01-115-000-51950	21.99
CHASE	JP MORGAN CHASE BANK	PARKING-REINHARDT	01-115-000-55600	35.00
CHASE		MEAL-REINHARDT	01-115-000-55600	6.97
CHASE		BAGGAGE TICKET-REINHARDT	01-115-000-55600	25.00
CHASE		MEAL/REINHARDT	01-115-000-55600	17.35
CHASE		BAGGAGE TICKET-REINHARDT	01-115-000-55600	25.00
CHASE		LODGING-REINHARDT	01-115-000-55600	751.52
CHASE		MEAL-REINHARDT	01-115-000-55600	10.42
CHASE		PBLC TREAS CON REG/CLARIZIO	01-115-000-55600	395.00
CHASE		MEAL-CLARIZIO	01-115-000-55600	24.69
CHASE		INTERNATION TRANS FEE	01-115-000-55600	0.25
CHASE		TRANSPORTATION EXP/CLARIZIO	01-115-000-55600	9.12
CHASE		INTERNATIONAL TRANS FEE	01-115-000-55600	0.09
CHASE		BAGGAGE TICKET/CLARIZIO	01-115-000-55600	25.00
CHASE		MEAL/CLARIZIO	01-115-000-55600	23.68
CHASE		INTERNATIONAL TRANS FEE	01-115-000-55600	0.24
CHASE		MEAL/CLARIZIO	01-115-000-55600	4.08
CHASE		INTERNATIONAL TRANS FEE	01-115-000-55600	0.04
CHASE		MEAL/CLARIZIO	01-115-000-55600	10.72
CHASE		INTERNATIONAL TRANS FEE	01-115-000-55600	0.11
CHASE		LODGING-CLARIZIO	01-115-000-55600	853.83
CHASE		INTERNATIONAL TRANS FEE	01-115-000-55600	8.54

DATE: 06/28/2016  
TIME: 14:23:23  
ID: AP443000.CST

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 07/05/2016

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
CHASE		LODGING/CLARIZIO	01-115-000-55600	246.66
CHASE		INTERNATIONAL TRANS FEE	01-115-000-55600	2.47
CHASE		CLERK CONF REGISTRATION/METZER	01-115-000-55600	469.00
		TOTAL		3,204.87
		TOTAL CITY CLERK-TREASURER		3,204.87
COMPUTER				
CHASE	JP MORGAN CHASE BANK	EXTRNL DVC DRIVE & SHIPPING	01-125-000-55500	40.98
CHASE		USB HUB	01-125-000-55500	8.22
		TOTAL		49.20
		TOTAL COMPUTER		49.20
CITY ASSESSOR				
ASSO APP	ASSOCIATED APPRAISAL	07/05/16 CONTRACT	01-130-000-55010	1,245.83
		TOTAL		1,245.83
		TOTAL CITY ASSESSOR		1,245.83
BUILDING/ZONING CODE ENFORCEMENT				
SAFEBUILD	SAFE BUILT	MAY PERMITS	01-140-000-55010	7,290.70
		TOTAL		7,290.70
		TOTAL BUILDING/ZONING CODE ENFORCEMENT		7,290.70
MUNICIPAL SERVICES ADMIN.				
03133	CELLCOM WISCONSIN RSA 10	05/16 CHAD CELL SVC	01-145-000-58250	72.71
		TOTAL		72.71
		TOTAL MUNICIPAL SERVICES ADMIN.		72.71
PUBLIC WORKS ADMINISTRATION				
03133	CELLCOM WISCONSIN RSA 10	05/16 STEVE CELL SVC	01-150-000-58250	61.99
03133		05/16 BOB B CELL SVC	01-150-000-58250	49.43
WARNER	WARNER-WEXEL WHOLESALE &	SUPPLIES	01-150-000-54999	26.16
WARNER		SUPPLIES	01-150-000-54999	52.10
WARNER		BATTERIES	01-150-000-54999	29.96
WARNER		TISSUE	01-150-000-54999	48.85
		TOTAL		268.49

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
TOTAL PUBLIC WORKS ADMINISTRATION				268.49
CITY HALL				
04966	EAGLE MECHANICAL INC	WATER FILTERS	01-160-000-55300	469.28
05500	ENERGY CONTROL AND DESIGN INC	HEAT VALVE REPACE-CITY HALL	01-160-000-58999	377.22
23730	WPS	05/16 421 MICHIGAN ST-CITY HAL	01-160-000-56600	556.16
KONE	KONE INC.	ELEVATOR MAINTENANCE	01-160-000-54999	2,000.00
KONE		ELEVATOR #1 MAINTENANCE	01-160-000-58999	2,000.00
WARNER	WARNER-WEXEL WHOLESALE &	CARPET POWDER	01-160-000-54999	54.34
TOTAL				5,457.00
TOTAL CITY HALL				5,457.00
GENERAL EXPENDITURES				
16555	PINKERT LAW FIRM, LLP	04/16 GENERAL LEGAL MATTERS	01-199-000-51525	429.00
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	COPY PAPER	01-199-000-55650	123.60
TOTAL				552.60
TOTAL GENERAL EXPENDITURES				552.60
POLICE DEPARTMENT				
CHASE	JP MORGAN CHASE BANK	LODGING-PORTER FBINAA	01-200-000-55600	246.00
TOTAL				246.00
TOTAL POLICE DEPARTMENT				246.00
POLICE DEPARTMENT/PATROL				
02005	BAY ELECTRONICS, INC.	CSO LAPEL MIC REPLACE	01-215-000-57550	40.00
04590	DOOR COUNTY HUMANE SOCIETY	2016 3RD QTR ANIMAL CONTROL	01-215-000-55100	2,562.17
14875	NWTC GREEN BAY	SWAT SCHOOL BASIC-J GRAY	01-215-000-55600	475.00
19880	STURGEON BAY UTILITIES	747 N 3RD AVE SUNSET PRK BT	01-215-000-56150	10.14
19880		724 SHORECREST DR CAMERA	01-215-000-56150	10.80
CHASE	JP MORGAN CHASE BANK	WIDOT REG RENEWAL	01-215-000-54999	75.00
CHASE		WIDOT REG RENEWAL TRANS FEE	01-215-000-54999	1.28
CHASE		MEAL/HENRY	01-215-000-55600	14.10
CHASE		DANE COUNTY PARKING RAMP	01-215-000-55600	4.00
CHASE		FUEL	01-215-000-51650	30.76
CHASE		LODGING-HONOR GUARD	01-215-000-55600	82.00
CHASE		2 POLICE BIKE LIGHTS	01-215-000-58600	514.93
CHASE		BUSINESS CARDS	01-215-000-54999	36.96
CHASE		21" TREK POLICE BIKE	01-215-000-51650	1,100.00
DIRECTFI	DIRECT FITNESS SOLUTIONS,LLC	PART & LABOR ON ELIPICAL MACH	01-215-000-58999	295.26
R0000350	KEYSTONE PSYCHOLOGY LLC	PRE EMPLOY EVAL-B SHEW	01-215-000-57100	300.00
TOTAL				5,552.40

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-----					
GENERAL FUND					
				TOTAL POLICE DEPARTMENT/PATROL	5,552.40
POLICE DEPT. / INVESTIGATIONS					
CHASE	JP MORGAN CHASE BANK	PHOTO PRINTS	01-225-000-51500	101.53	
DC AUTO	DC AUTOMOTIVE	VEH TOWING-CS # 16-005153 BLCK	01-225-000-57950	115.00	
DC AUTO		VEH TOWING CS 16-005153 WHITE	01-225-000-57950	115.00	
				TOTAL	331.53
				TOTAL POLICE DEPT. / INVESTIGATIONS	331.53
FIRE DEPARTMENT					
02001	RED THE UNIFORM TAYLOR	SHIPPING	01-250-000-52900	19.05	
02001		HAT PIN	01-250-000-52900	18.79	
03075	CARQUEST OF DOOR COUNTY	ACCOUNT CREDIT	01-250-000-53000	-18.89	
03075		ACCOUNT CREDIT	01-250-000-53000	-111.83	
03075		ACCOUNT CREDIT	01-250-000-53000	-16.63	
03075		ACCOUNT CREDIT	01-250-000-53000	-10.89	
16570	PIONEER FIRE COMPANY	UNIFORM	01-250-000-52900	49.00	
16575	PIP PRINTING	OFFICE FORMS	01-250-000-51950	25.96	
19880	STURGEON BAY UTILITIES	835 N 14TH AVE SALT SHED	01-250-000-56675	5.20	
19880		835 N 14TH AVE CITY GARAGE	01-250-000-56675	42.00	
19880		SUNSET CONTR CONC	01-250-000-56675	42.00	
19880		FRANK GRASSE MEM SHELTER	01-250-000-56675	13.00	
19880		OTUMBA PARK	01-250-000-56675	5.20	
19880		WEST SIDE WARMING HOUSE	01-250-000-56675	5.20	
19880		WEST SIDE FIRE STATION	01-250-000-56675	42.00	
19880		WEST SIDE FIRE STATION	01-250-000-56150	69.24	
19880		WEST SIDE FIRE STATION	01-250-000-58650	88.57	
19880		38 S NEENAH AVE PAVILLION	01-250-000-56675	5.20	
19880		38 S NEENAH AVE RESTROOM	01-250-000-56675	26.00	
19880		JAYCEES BALLFLD STAND	01-250-000-56675	13.00	
19880		MICH ST JC BALLFLD SPRINKLER	01-250-000-56675	42.00	
19880		WEST SIDE BALLFLD LITES	01-250-000-56675	5.20	
19880		916 N 14TH WARNING SIGN	01-250-000-56150	8.24	
19880		COVE RD/CANAL RD SIREN	01-250-000-56150	16.48	
19880		835 N 14TH AVE SIGN SHED	01-250-000-56675	5.20	
19880		CHERRY BLOSSOM PRK	01-250-000-56675	13.00	
19880		CLAY BANKS SIREN	01-250-000-56150	17.37	
20254	TIP TOP CLEANERS	UNIFORM JACKET	01-250-000-52900	70.00	
20725	T R COCHART TIRE CENTER	FAN-TUBE	01-250-000-56250	6.00	
23629	WISCONSIN DEPT OF SAFETY &	INSPECTOR CERTIFICATIONS	01-250-000-55600	330.00	
23730	WPS	05/16 656 S OXFORD AVE-FIRE	01-250-000-56600	58.26	
23730		06/16 656 S OXFORD AVE-FIRE	01-250-000-56600	36.17	
CHASE	JP MORGAN CHASE BANK	MABAS REG	01-250-000-55600	50.00	
CHASE		IPAD CHARGERS	01-250-000-51350	21.13	
CHASE		TRAINING MEAL	01-250-000-55600	16.65	
CHASE		FUEL-MARINE	01-250-000-51650	339.08	
O'REILLY	O'REILLY AUTO PARTS	VEHICLE CHEMICAL	01-250-000-53000	6.99	
O'REILLY		BULBS	01-250-000-53000	7.33	
O'REILLY		MASTER SWITCH	01-250-000-53000	32.95	

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-----				
GENERAL FUND				
O'REILLY		WIRE	01-250-000-53000	6.89
O'REILLY		CREDIT RETURN	01-250-000-53000	-32.95
O'REILLY		FILTERS	01-250-000-53000	20.49
US CELL	US CELLULAR	DATA	01-250-000-58250	74.01
		TOTAL		1,461.66
		TOTAL FIRE DEPARTMENT		1,461.66
STORM SEWERS				
10750	PREMIER CONCRETE INC	WIRE MESH	01-300-000-51150	100.10
10750		SILT FENCE	01-300-000-51150	97.50
10750		CONCRETE	01-300-000-51150	49.50
19860	STURGEON BAY SAND & GRAVEL	MASON SAND	01-300-000-54999	18.67
		TOTAL		265.77
		TOTAL STORM SEWERS		265.77
COMPOST/SOLID WASTE SITE				
FABICK	FABICK RENTS	CAT RENTAL FOR COMPOST SITE	01-320-000-57700	2,397.10
		TOTAL		2,397.10
		TOTAL COMPOST/SOLID WASTE SITE		2,397.10
ROADWAYS/STREETS				
06012	FASTENAL COMPANY	BATTERIES	01-400-000-51400	27.40
		TOTAL		27.40
		TOTAL ROADWAYS/STREETS		27.40
STREET SIGNS AND MARKINGS				
06012	FASTENAL COMPANY	SUPPLIES	01-420-000-52600	107.97
		TOTAL		107.97
		TOTAL STREET SIGNS AND MARKINGS		107.97
STREET MACHINERY				
03075	CARQUEST OF DOOR COUNTY	SUPPLIES	01-450-000-52150	7.00
03075		SUPPLIES	01-450-000-53000	33.98
03075		ACCOUNT CREDIT	01-450-000-53000	-97.76
03075		ACCOUNT CREDIT	01-450-000-53000	-97.76
L&P	L&P CONVENIENT STORE SBAY LLC	FUEL	01-450-000-51650	13.01

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GENERAL FUND				
L&P		FUEL	01-450-000-51650	74.45
O'REILLY	O'REILLY AUTO PARTS	SOCKET SET	01-450-000-52700	99.99
O'REILLY		ENGINE CONDITIONER	01-450-000-51400	20.68
VERMEER	VERMEER WISCONSIN, INC	TEETH FOR GRINDER	01-450-000-52150	186.36
TOTAL				239.95
TOTAL STREET MACHINERY				239.95
CITY GARAGE				
03075	CARQUEST OF DOOR COUNTY	AW32 HYD FLUID	01-460-000-56250	459.99
04603	HALRON LUBRICANTS INC	WASTE OIL PICK UP FEE	01-460-000-58999	56.25
19880	STURGEON BAY UTILITIES	835 N 14TH AVE SALT SHED	01-460-000-56150	8.24
19880		835 N 14TH AVE CITY GARAGE	01-460-000-56150	931.85
19880		835 N 14TH AVE CITY GARAGE	01-460-000-58650	102.05
23730	WPS	835 N 14TH AVE-CITY GARAGE	01-460-000-56600	474.47
23730		835 N 14TH AVE CITY GARAGE	01-460-000-56600	239.85
APPLY MS	APPLIED MSS	GREASE & SUPPLIES	01-460-000-54999	196.30
TOTAL				2,469.00
TOTAL CITY GARAGE				2,469.00
HIGHWAYS - GENERAL				
19880	STURGEON BAY UTILITIES	3 TRFC WARNING LGTS	01-499-000-58000	8.25
19880		OLD HWY ROAD SIGN	01-499-000-58000	12.69
TOTAL				20.94
TOTAL HIGHWAYS - GENERAL				20.94
PARK & RECREATION ADMIN				
03133	CELLCOM WISCONSIN RSA 10	05/16 BOB B CELL SVC	01-500-000-58250	49.42
03133		05/16 CELL SVC	01-500-000-58250	30.63
TOTAL				80.05
TOTAL PARK & RECREATION ADMIN				80.05
PARKS AND PLAYGROUNDS				
01766	AURORA MEDICAL GROUP	PRE EMPLOY SCREEN- & MRO FEES	01-510-000-57100	150.00
01766		PRE EMPLOY SCREENS	01-510-000-57100	201.00
03075	CARQUEST OF DOOR COUNTY	LAMP BULB	01-510-000-54999	13.60
03075		AIR FILTERS	01-510-000-53000	20.46
03075		OIL FILTERS	01-510-000-53000	53.39
03075		ACCOUNT CREDIT	01-510-000-56250	-34.77
04545	DOOR COUNTY COOPERATIVE	BOLTS	01-510-000-54999	2.80
04545		GRASS SEED	01-510-000-51750	288.00

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
04545		SPRAY	01-510-000-54999	101.25
04545		GRASS SEED-STUMP REMOVE REPAIR	01-510-000-51750	134.55
04545		GRASS SEED	01-510-000-51750	417.16
04603	HALRON LUBRICANTS INC	OIL	01-510-000-54999	199.06
06012	FASTENAL COMPANY	SUPPLIES	01-510-000-52350	97.92
08225	HERLACHE SMALL ENGINE	MOWER GAS CAP	01-510-000-53000	18.99
13049	MAY'S SPORT CENTER	MOWER BELT	01-510-000-53000	10.73
13360	MENARDS-GREEN BAY EAST	PITCH FORK	01-510-000-54999	59.97
14000	NAPA AUTO PARTS	SUPPLIES	01-510-000-54999	13.99
19880	STURGEON BAY UTILITIES	SUNSET CONTR CONC	01-510-000-56150	254.75
19880		SUNSET CONTR CONC	01-510-000-58650	144.66
19880		FRANK GRASSE MEM SHELTER	01-510-000-56150	104.37
19880		FRANK GRASSE MEM SHELTER	01-510-000-58650	64.35
19880		OTUMBA PARK	01-510-000-56150	61.56
19880		OTUMBA PARK	01-510-000-58650	27.59
19880		WEST SIDE WARMING HOUSE	01-510-000-56150	290.81
19880		WEST SIDE WARMING HOUSE	01-510-000-58650	122.06
19880		JAYCEES BALLFLD STAND	01-510-000-56150	28.40
19880		OTUMBA PK WALWAY LITES	01-510-000-56150	31.40
19880		FLORIDA ST/ SUNSET PRK	01-510-000-56150	15.91
19880		835 N 14TH AVE SIGN SHED	01-510-000-56150	21.93
19880		835 N 14TH AVE SIGN SHED	01-510-000-58650	26.08
19880		CHERRY BLOSSOM PRK	01-510-000-56150	28.28
19880		CHERRY BLOSSOM PRK	01-510-000-58650	34.86
23730	WPS	335 S 14TH AVE-MEM FLD	01-510-000-56600	67.19
23730		335 S 14TH AVE-MEM FLD	01-510-000-56600	31.88
O'REILLY	O'REILLY AUTO PARTS	CLAMPS	01-510-000-52850	49.00
O'REILLY		ADAPTER	01-510-000-52850	9.99
O'REILLY		TRAILER ELECTRICAL CONNECTORS	01-510-000-53000	5.49
TLB	TLB WOOD PRODUCTS CORP	PLAYGROUND MATERIAL	01-510-000-51760	2,076.00
TLB		MULCH FOR PARKS	01-510-000-51750	1,840.00
VIKING	VIKING ELECTRIC SUPPLY, INC	ELECTRICAL SUPPLIES	01-510-000-54999	75.94
VIKING		ELECTRICAL SUPPLIES	01-510-000-54999	18.86
WARNER	WARNER-WEXEL WHOLESALE &	CLEAN SUPPLIES & PAPER PRODUCT	01-510-000-54999	414.79
WARNER		CLEAN SUPPLIES & PAPER PRODUCT	01-510-000-54999	50.13
TOTAL				7,644.38
TOTAL PARKS AND PLAYGROUNDS				7,644.38
MUNICIPAL DOCKS				
04545	DOOR COUNTY COOPERATIVE	PITCH FORK	01-550-000-54999	13.49
19880	STURGEON BAY UTILITIES	36 S NEENAH PKG LOT LTS	01-550-000-56150	225.84
19880		38 S NEENAH AVE PAVILLION	01-550-000-56150	46.99
19880		38 S NEENAH AVE PAVILLION	01-550-000-58650	31.64
19880		38 S NEENAH AVE RESTROOM	01-550-000-56150	240.55
19880		38 S NEENAH AVE RESTROOM	01-550-000-58650	373.77
23730	WPS	05/16 36 S NEENAH RESTROOM	01-550-000-56600	28.96
23730		06/16 36 S NEENAH AVE RESTROOM	01-550-000-56600	29.92
TOTAL				991.16
TOTAL MUNICIPAL DOCKS				991.16

DATE: 06/28/2016  
 TIME: 14:23:23  
 ID: AP443000.CST

CITY OF STURGEON BAY  
 DEPARTMENT SUMMARY REPORT

PAGE: 8

INVOICES DUE ON/BEFORE 07/05/2016

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
<b>GENERAL FUND</b>				
<b>WATER WEED MANAGEMENT</b>				
03075	CARQUEST OF DOOR COUNTY	FUEL	01-560-000-52050	9.50
22800	WALMART COMMUNITY	EYE WEAR/DESK PAD	01-560-000-54999	85.59
TOTAL				95.09
TOTAL WATER WEED MANAGEMENT				95.09
<b>WATERFRONT PARKS &amp; WALKWAYS</b>				
04545	DOOR COUNTY COOPERATIVE	FERTILIZER	01-570-000-51750	12.78
08280	HILL BUILDING MAINTENANCE INC	WINDOW CLEANING-PRKING STRCTR	01-570-000-54999	175.00
19880	STURGEON BAY UTILITIES	DC MUSEUM WALKWAY LIGHTS	01-570-000-56150	17.04
19880		DC MUSEUM PKG LOT LITES	01-570-000-56150	153.02
TOTAL				357.84
TOTAL WATERFRONT PARKS & WALKWAYS				357.84
TOTAL GENERAL FUND				43,238.48
<b>CAPITAL FUND</b>				
<b>FIRE DEPARTMENT</b>				
<b>EXPENSE</b>				
CHASE	JP MORGAN CHASE BANK	EXHAUST HOSE RETURN SHIPPING	10-250-000-59070	116.73
CHASE		BACKUP CAMERA	10-250-000-59050	624.62
PAULCONW	PAUL CONWAY SHIELDS	BALLISTIC VEST/HELMETS	10-250-000-59050	2,464.57
PAULCONW		BALLISTIC HELMET	10-250-000-59050	1,943.50
TOTAL EXPENSE				5,149.42
TOTAL FIRE DEPARTMENT				5,149.42
<b>PARKS AND PLAYGROUNDS</b>				
<b>EXPENSE</b>				
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	2016 FORD F250 TRUCK W/PLOW	10-510-000-59060	33,424.00
JIM FORD		2002 GMC TRADE IN	10-510-000-59060	-6,000.00
JIM FORD		DMV FEES	10-510-000-59060	70.50
TOTAL EXPENSE				27,494.50
TOTAL PARKS AND PLAYGROUNDS				27,494.50
TOTAL CAPITAL FUND				32,643.92
<b>CABLE TV</b>				
<b>CABLE TV / GENERAL</b>				
<b>CABLE TV / GENERAL</b>				
MANN	MANN COMMUNICATIONS, LLC	07/05/16 CONTRACT	21-000-000-55015	4,685.00
TOTAL CABLE TV / GENERAL				4,685.00
TOTAL CABLE TV / GENERAL				4,685.00
TOTAL CABLE TV				4,685.00

DATE: 06/28/2016  
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CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 07/05/2016

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
TID #4 DISTRICT				
TID #4 DISTRICT				
16555	PINKERT LAW FIRM, LLP	04/16 GENERAL LEGAL MATTERS T4	28-340-000-55001	416.00
16555		04/16 TID 4 LEGAL	28-340-000-55001	2,795.00
TOTAL				3,211.00
TOTAL TID #4 DISTRICT				3,211.00
TOTAL TID #4 DISTRICT				3,211.00
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
03075	CARQUEST OF DOOR COUNTY	HYD FILTER	60-000-000-53000	37.62
03075		HYD FILTER	60-000-000-53000	37.62
18500	R N O W INC	ELECTRICAL PARTS-GARBAGE TRUCK	60-000-000-53000	92.01
TOTAL SOLID WASTE ENTERPRISE FUND				167.25
TOTAL SOLID WASTE ENTERPRISE FUND				167.25
TOTAL SOLID WASTE ENTERPRISE				167.25
TOTAL ALL FUNDS				83,945.65

**MANUAL CHECKS**

BP AMOCO 06/16/16 Check # 79630 Statement Charges 01-215-000-51650	\$99.40
BENEFIT ADVANTAGE 06/16/16 Check # 79631 06/16 HRA Fees 01-600-000-50510	\$121.00
SOUTHERN DOOR SCHOOL 06/20/16 Check #79632 May Mobile Home Tax 01-000-000-41300	\$237.66
STURGEON BAY SCHOOLS 06/20/16 Check #79393 May Mobile Home Tax 01-000-000-41300	\$3,374.52
SUN LIFE FINANCIAL 06/23/16 Check # 79715 July Short and Long Term Disability 01-000-000-21545	\$1,897.46
SUPERIOR VISION INSURANCE 06/23/16 Check # 79716 July Vision Insurance 01-000-000-21540	\$766.05
<b>TOTAL MANUAL CHECKS</b>	<b>\$6,496.09</b>

DATE: 06/28/2016  
TIME: 14:23:23  
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CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 07/05/2016

VENDOR # NAME ITEM DESCRIPTION ACCOUNT # AMOUNT DUE

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SUMMARY OF FUNDS:

GENERAL FUND	<del>43,238.48</del>	49,734.57
CAPITAL FUND	32,643.92	
CABLE TV	4,685.00	
TID #4 DISTRICT	3,211.00	
SOLID WASTE ENTERPRISE	167.25	
TOTAL --- ALL FUNDS	<del>83,945.65</del>	90,441.74

*Stewart Bitt*

6-28-16

*[Signature]*  
6-28-16

COMMON COUNCIL  
June 21, 2016

A regular meeting of the Common Council was called to order at 12:00 p.m. by Mayor Birmingham. The Pledge of Allegiance was recited. Roll call: Catarozoli, Vandertie, Wiesner, Fett, and Gregory were present. Ireland and Stults were excused.

Fett/Gregory to adopt agenda but removing Item 10. Carried.

Fett/Wiesner to approve the following bills - General Fund - \$204,071.13, Capital Fund - \$256,070.14, Cable TV - \$1,055.98, TID #4 - \$7,465.63 and Solid Waste Enterprise Fund - \$15,648.38 for a grand total of \$484,311.26. Carried.

Wiesner/Catarozoli to approve consent agenda:

- a. Approval of 6/7/16 regular Common Council minutes.
- b. Approval of the following minutes:
  - (1) Sturgeon Bay Utility Commission – 4/12/16
  - (2) Special Finance/Purchasing & Building Committee – 5/17/16
  - (3) Finance/Purchasing & Building Committee – 5/31/16
  - (4) Bicycle & Pedestrian Advisory Board – 6/2/16
  - (5) Community Protection & Services Committee – 6/9/16
- c. Place on file the following reports:
  - (1) Inspection Department Report – May 2016
  - (2) Police Department Report – May 2016
- d. Consideration of: Approval of beverage operator licenses.
- e. Consideration of: Approval of Temporary Class B license.
- f. Consideration of: Approval of Temporary Class B Beer license and Temporary Class B Wine license.
- g. Consideration of: Approval of Temporary Class B Wine license.
- h. Consideration of: Approval of Sidewalk Café Permit Application for Door County Candy/Terry Ullman.

Carried.

There were no mayoral appointments.

Wiesner/Catarozoli to approve "Class B" Combination license, Class "B" Beer license, and "Class B" Combination – 300 seat license for the 2016-2017 license year. Carried.

Fett/Catarozoli to adopt the resolution re: Adoption of Door County's Hazard Mitigation Plan. Community Development Director Olejniczak summarizes the City's involvement. Carried.

Gregory/Vandertie to award the aquatic vegetation spray contract to Wisconsin Lake and Pond Resources in an amount not to exceed \$13,873.89. Carried.

Vandertie/Wiesner to approve the Collateral Assignment of Development Agreement for Bay Lofts, LLC. Carried.

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to accept the quote from Paul Conway Shields in the amount of \$202,394.00, less the grant in the amount of \$10,798.00, to purchase 40 SCBA units and associated equipment in an amount not to exceed \$191,596.00, and to waive the City's purchasing policy bidding requirements. Further, authorize the issuance of debt for the purchase of the SCBA units and associated equipment.

FINANCE/PURCHASING & BUILDING COMMITTEE  
By: Stewart Fett, Chr.

Introduced by Fire Chief Dietman. Fett/Wiesner to adopt. Carried.

Fett/Gregory to adopt the resolution authorizing adjustments to the 2016 Capital Budget. Carried.

#### RECOMMENDATION

We, the Community Protection & Services Committee, hereby recommend the Common Council to approve the issuance of the Combination Class B Liquor license to Shipyard Partners, LLC to serve the property at 215 Quincy Street.

COMMUNITY PROTECTION & SERVICES COMMITTEE

By: Richard Wiesner, Chr.

Introduced by Wiesner. Wiesner/Fett to adopt. Carried.

#### RECOMMENDATION

We, the Community Protection & Services Committee, hereby recommend the Common Council to approve the issuance of the Combination Class B Liquor license to IMBN, Inc. to serve the property at 1009 South Oxford Avenue.

COMMUNITY PROTECTION & SERVICES COMMITTEE

By: Richard Wiesner, Chr.

Introduced by Wiesner. Wiesner/Catarozoli to adopt. Carried.

#### RECOMMENDATION

We, the Community Protection & Services Committee, hereby recommend the Common Council to approve the issuance of the Combination Class B Liquor license to The Olde Opera House, LLC to serve the property at 23 West Oak street.

COMMUNITY PROTECTION & SERVICES COMMITTEE

By: Richard Wiesner, Chr.

Introduced by Wiesner. Wiesner/Catarozoli to adopt. Carried.

#### RECOMMENDATION

We, the Community Protection & Services Committee, hereby recommend the Common Council to deny the issuance of the Combination Class B Liquor license to Sturgeon Bay Jaycees to serve the property at 340 Jaycee Court.

COMMUNITY PROTECTION & SERVICES COMMITTEE

By: Richard Wiesner, Chr.

Introduced by Wiesner. Wiesner/Gregory to adopt. Cathy Clark, 1108 Ridgeway Drive representing the Sturgeon Bay Jaycees, spoke on this item. She noted the benefits that the organization brings to the community, how they use the liquor license, and requested that the Council reconsider issuing the license to the Jaycees. Discussion took place regarding the City ordinance and use of the license, the limited number of licenses, and the lack of proof to support that the establishment met the ordinance requirements. It was noted that the non-renewal of the license was based on failure to provide adequate evidence to comply with the City of Sturgeon Bay ordinance that was adopted in December 2014, Section 9.01(6)(e). Roll call: Catarozoli, Wiesner, and Gregory voted aye. Vandertie and Fett voted no. Carried.

#### RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to accept the Schenck Government & Not-For-Profit Solutions 2015 financial audit report for the City of Sturgeon Bay and place it on file.

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Stewart Fett, Chr.

Introduced by Finance Director Clarizio. Fett/Gregory to adopt. Carried.

Personnel Committee Chair Vandertie, Parking & Traffic Committee Vice-Chair Vandertie, Community Protection & Services Committee Chair Wiesner, Sturgeon Bay Utility Commission President Fett presented reports for their respective committees/commissions.

The following people spoke on public comment: Russ Cockburn, 53 S. 3<sup>rd</sup> Ave; Kelly Avenson, 26 N. 3<sup>rd</sup> Ave; and Bob Loss, 607 E. Walnut Dr.

The Mayor made his comments.

Fett/Catarozoli to adjourn. Carried. The meeting adjourned at 12:48 p.m.

Respectfully submitted,

Handwritten signature of Stephanie L. Reinhardt in cursive script.

Stephanie L. Reinhardt  
City Clerk/HR Director

STURGEON BAY UTILITIES  
Regular Meeting  
May 10<sup>th</sup>, 2016

President Stewart Fett called the regular meeting of the Utilities Commission to order at 12:00 p.m. at the Sturgeon Bay Utilities office. Roll call: President Stewart Fett and Commissioners Gary DeNamur, Rick Wiesner and Cindy Weber were present. Also present were General Manager James Stawicki, Operations Manager Cliff White, Electric Supervisor Jason Bieri, Recording Secretary Laurie Bauldry, Energy Services Representative Melissa Schmitz, Alderman Ron Vandertie and Jeff Hoffman and David Carter from Suez.

Wiesner/DeNamur to adopt the agenda (complete copy on file at the Utility office). Motion carried.

Wiesner/Stults to approve the minutes of the regular meeting held on April 12<sup>th</sup>, 2016.

Mayor Birmingham entered at 12.15.

Jeff Hoffman presented the Suez annual report for 2015. He presented the 2015 completed projects and activities report as well as the 2016 priorities.

Hoffman and Carter were excused at 12:34.

The Commission proceeded to review the bills for April in the amount of \$1,652,671.05. Fett/DeNamur to approve payment of the bills. Motion carried.

The April 2016 financials were presented. Wiesner/Stults to accept the financials. Motion carried.

General Manager Stawicki reported on the current investments and their allocations. No formal action was taken.

The operations report was presented by Operations Manager White. An overview of the APPA Legislative rally in Washington DC was presented by Operations Manager White. White also gave an update on lead testing. Fett/DeNamur to accept the Operations Report for March. Motion carried.

There were no council member updates.

Melissa Schmitz gave an Energy Services Presentation. She discussed the 2015 results for community-wide energy efficiency and conservation programs as well as the 2016 plan.

The next item of business was the General Manager's report.

- a) Adjustments for the month

b) WPPI Regional Dinner

Stults/Birmingham to adjourn. Motion carried. The meeting adjourned at 1:12 p.m.

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Cindy Weber  
Secretary

Approved for publication:

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Stewart Fett  
President

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James Stawicki  
General Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

ZONING BOARD OF APPEALS  
Tuesday, June 14, 2016

The City of Sturgeon Bay Zoning Board of Appeals meeting was called to order at 12:00 Noon by Chairperson Bill Murrock in Council Chambers, City Hall, 421 Michigan Street.

Roll call: Members William Murrock, Wayne Spritka, Andy Starr and Alternate Richard Jennings were present. Excused: Members Bill Chaudoir and James Goodwin. Also present were Community Development Director Marty Olejniczak, Zoning Administrator/Planner Ryan Kernosky, and Community Development Secretary Cheryl Nault.

**Adoption of agenda:** Moved by Mr. Spritka, seconded by Mr. Starr to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from May 24, 2016.
4. Public hearing: Petition for variance from Section 20.27(2) of the Zoning Code for a deck to be built 17 feet away from the property line, for Rolf Olson and Carol Jensen Olson, 112 S. 16<sup>th</sup> Place.
5. Consideration of: Petition for variance from Section 20.27(2) of the Zoning Code for a deck to be built 17 feet away from the property line, for Rolf Olson and Carol Jensen Olson, 112 S. 16<sup>th</sup> Place.
6. Public hearing: Petition for variance from Section 20.27(5) of the Zoning Code for a garage addition to be located approximately 18 feet away from the ordinary high water mark, for Robert Arends, 1032 Ridgeway Dr.
7. Consideration of: Petition for variance from Section 20.27(5) of the Zoning Code for a garage addition to be located approximately 18 feet away from the ordinary high water mark, for Robert Arends, 1032 Ridgeway.
8. Adjourn.

Carried.

**Approval of minutes from May 24, 2016:** Moved by Mr. Spritka, seconded by Mr. Jennings to approve the minutes from May 24, 2016. All ayes. Carried.

**Public Hearing: Petition for variance from Section 20.27(2) of the Zoning Code for a deck to be built 17 feet away from the property line, for Rolf Olson and Carol Jensen Olson, 112 S. 16<sup>th</sup> Place:** Vice-Chair Chaudoir opened the public hearing at 12:04 p.m. Ms. Nault read the public hearing notice.

Rolf Olson, 112 S. 16<sup>th</sup> Place, stated that he would like to build a deck that would be 17 feet from his property line. He purchased the home 2 ½ years ago. If he built the deck according to code, which is a 25 foot setback from the property line, it would only be a seven foot deck. It would be 54 inches off the ground with railings. The 18' x 15' deck will be constructed to the rear of the dwelling. A 2' 8" glass panel door will be installed in the kitchen/dining area for entry onto the deck.

Questions were asked regarding the distance between the existing accessory building and the proposed deck.

Mr. Olejniczak added that the rear lot line is the east property line. If the deck were constructed facing Michigan Street, only a ten foot setback would be needed.

Chris Kellems, 120 Alabama Street, stated that she didn't see a problem with the setback and it would make the property more saleable.

Ms. Nault read one letter in favor from Janelle Peotter, 112 S. 16<sup>th</sup> Place.

No one spoke in opposition of the variance. Ms. Nault read one letter in opposition from Milton & Karen Lenius, 124 S. 16<sup>th</sup> Place.

Mr. Chaudoir offered rebuttal testimony to Mr. Olson. Mr. Olson said he was very surprised to hear about the letter in opposition because he thought all of the neighbors were in favor of the variance.

Mr. Chaudoir declared the public hearing closed at 12:22 p.m.

**Consideration of: Petition for variance from Section 20.27(2) of the Zoning Code for a deck to be built 17 feet away from the property line, for Rolf Olson and Carol Jensen Olson, 112 S. 16<sup>th</sup> Place:** Board members discussed the variance request. Mr. Jennings referred to the pine trees in the rear yard. He didn't think the deck would bother the neighbors to the rear of the lot.

Mr. Starr said he was struggling with finding a hardship. It is something that they want, not need. If it were a stone paver patio there would be no problem and could go right up to the lot line.

Mr. Murrock stated that the applicant wants more usable space. It is a narrow back yard.

Mr. Spritka noted that the zoning code exists to protect the neighbors.

Discussion continued. Moved by Mr. Starr, seconded by Mr. Jennings to approve the variance, due to the uniqueness of the lot and that the position of the home on the lot prevents expansion. Roll call vote. All ayes. Carried.

**Public hearing: Petition for variance from Section 20.27(5) of the Zoning Code for a garage addition to be located approximately 18 feet away from the ordinary high water mark, for Robert Arends, 1032 Ridgeway Dr.:** Vice-Chair Chaudoir opened the public hearing at 12:30 p.m.

Cindy Brennan, representing Robert Arends, 1032 Ridgeway Dr., stated that they would like to put a 14' x 28' addition on to their garage in order to store their boat. They are unable to build on the north side of the home due to an utility easement. There is also a hill that drops down in back of the house.

Mr. Murrock said there is an unusual lot line due to the creek.

Mr. Kernosky added that the proposed garage addition would be 18' from the ordinary high water mark instead of the required 25'. DNR approval is not needed.

Ms. Brennan stated that they tried to purchase adjoining property, but were unsuccessful. They also plan to do landscaping, fill other areas that are needed, and make an addition to the existing driveway. They would also match the siding to what is existing.

Mr. Kernosky mentioned that it is an oddly shaped lot and with the significant elevation there is not an option to construct something to the rear of the property. There is also a 12' wide utility easement on the north side. This property is justified for a variance.

Mr. Olejniczak added that if the easement didn't exist, the property could be built upon up to 5' of the lot line.

Chris Kellems, 120 Alabama St., stated that the existing fill is heavy. There is no buildable space anywhere. She sees no objection.

There were no letters in favor.

No one spoke in opposition. Ms. Nault read one letter in opposition from Robyn Kornusky, no address.

Mr. Chaudoir declared the public hearing closed at 12:50 p.m.

**Consideration of: Petition for variance from Section 20.27(5) of the Zoning Code for a garage addition to be located approximately 18 feet away from the ordinary high water mark, for Robert Arends, 1032 Ridgeway:** After a short discussion, it was moved by Mr. Murrock, seconded by Mr. Starr to grant the variance, due to the irregular shape of the lot, there is no alternative to building a detached garage due to the utility easement, and the fill already exists. A condition was added that a silt fence must be installed during construction to prevent erosion. Roll call vote. All ayes. Carried.

**Adjourn:** Moved by Mr. Goodwin, seconded by Mr. Spritka to adjourn. Carried. Meeting adjourned at 12:34 p.m.

Respectfully submitted,



Cheryl Nault  
Community Development Secretary

**FINANCE/PURCHASING & BUILDING COMMITTEE**  
**June 14, 2016**

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:02 pm by Chairperson Fett in the Council Chambers, City Hall. Roll call: Alderpersons Fett and Ireland were present. Alderperson Stults was excused. Also present: City Administrator VanLieshout, City Treasurer/Finance Director Clarizio, Paul Denis of Schenk, SC and Receptionist Metzger.

A motion was made by Alderperson Fett, seconded by Alderperson Ireland to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Consideration of: 2015 Audit
4. Review of unfinished business list.
5. Review bills.
6. Adjourn.

Carried.

Consideration of 2015 Audit:

Paul Denis of Schenk, SC summarized the management communication letter and findings that comprise the audit ending December 2015, for the City of Sturgeon Bay and Sturgeon Bay Utilities.

Moved by Alderperson Fett, seconded by Alderperson Ireland to recommend to Common Council to accept the Schenk Government & Not-For-Profit Solutions 2015 financial audit report for the City of Sturgeon Bay and place it on file. Carried.

The unfinished business list was briefly discussed.

Review bills

Moved by Alderperson Fett, seconded by Alderperson Ireland to approve the bills as presented and forward to the Common Council for payment. Carried.

Moved by Alderperson Ireland, seconded by Alderperson Fett to adjourn. Carried. The meeting adjourned at 4:19 pm.

Respectfully submitted,



Tricia Metzger

**WATERFRONT DESIGN REVIEW BOARD**

Wednesday, June 15, 2016

The Waterfront Design Review Board meeting was called to order at 12:08 p.m. by Vice-Chairperson Dennis Statz in Community Room, City Hall, 421 Michigan Street.

**Roll call:** Members Eric Paulsen, Dennis Statz, and James Goodwin were present. Excused: Member Shelly Phelps. Also present were Bay Shipbuilding representatives Todd Thayse, Peter Glassen, and Jerome Orsted; Alderpersons Kelly Catarozoli and Stewart Fett; Planner/Zoning Administrator Ryan Kernosky; Community Development Director Marty Olejniczak, and Community Development Secretary Cheryl Nault.

**Adoption of agenda:** Moved by Mr. Paulsen, seconded by Mr. Goodwin to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from May 16, 2016.
4. Consideration of: Proposed fencing for Bay Shipbuilding Company.
5. Adjourn.

Carried.

**Approval of minutes from May 16, 2016:** Moved by Mr. Goodwin, seconded by Mr. Paulsen to approve the minutes from May 16, 2016. Carried.

**Consideration of: Proposed fencing for Bay Shipbuilding Company:** Mr. Olejniczak stated that when the City agreed to close Jefferson Street there was a condition placed that within 50 feet of a street a fence needed to be installed.

Mr. Thayse stated that there will be black cyclone fencing by the 1<sup>st</sup> Avenue turnaround that will resemble the Coast Guard fencing located down by Sawyer Park. A solid fence will be placed near the existing house located on the corner of the alley and Jefferson Street, which will be removed, and a parking lot will be installed. Any storage will be screened. The Fire Department and Police Department will have keys for the gates. The Jefferson Street gate will not be manned.

Mr. Olejniczak added that the fenced in area in which the right-of-way remains would still have to be approved by Council.

After a short discussion, it was moved by Mr. Paulsen, seconded by Mr. Goodwin to issue a certificate of appropriateness as presented. Carried.

**Adjourn:** Moved by Mr. Paulsen, seconded by Mr. Goodwin to adjourn. All ayes. Carried. Meeting adjourned at 12:20 p.m.

Respectfully submitted,



Cheryl Nault  
Community Development Secretary

**CITY PLAN COMMISSION**

Wednesday, June 15, 2016

A meeting of the City Plan Commission was called to order at 7:00 p.m. by Chairperson Rick Wiesner in Council Chambers, City Hall, 421 Michigan Street.

**Roll call:** Members Rick Wiesner, Steven Hurley, Bob Starr, and Dennis Statz were present. Excused: Members Jeff Norland and Mike Gilson. Ron Vandertie entered the meeting at 7:20 p.m. Also present were Alderpersons Kelly Catarozoli and Stewart Fett, City Administrator Josh Van Lieshout, Planner/Zoning Administrator Ryan Kernosky, Community Development Director Marty Olejniczak, and Community Development Secretary Cheryl Nault.

**Adoption of agenda:** Moved by Mr. Starr, seconded by Mr. Statz to adopt the following agenda by moving item #5 to item #4:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from May 18, 2016.
4. Zoning map amendment from Single-Family Residential (R-2) to Multi-Family Residential (R-4) for Doneff Land Company, LLC, for a vacant parcel located on N. 9<sup>th</sup> Avenue, east of the Big Hill Regency House, parcel #281-62-17000105B.  
Presentation  
Public hearing  
Consideration of
5. Consideration of: Zoning code amendment relating to minimum roof pitch for dwellings.
6. Reconsideration of: Official name for new public street abutting the north side of Cadence (1425 S. Neenah Avenue).
7. Public comment on non-agenda items.
8. Adjourn.

Carried.

**Approval of minutes from May 18, 2016:** Moved by Mr. Statz, seconded by Mr. Hurley to approve the minutes from May 18, 2016. All ayes. Carried.

**Consideration of: Zoning Code amendment relating to minimum roof pitch for dwellings:** Mr. Mr. Kernosky stated that this item was discussed at the last Plan Commission meeting and was directed to bring back language allowing the opportunity to have a lower pitched roof. He presented a draft ordinance amending the zoning code to allow a roof with a minimum pitch of at least four feet in height for each 12 feet in width, unless a lesser pitch is approved by the Aesthetic Design & Site Plan Review Board.

Architect Virge Temme, 9098 Lime Kiln Road, suggested that the City should drop all language in the zoning code relating to roofs. One argument against flat roofs that has always been made relates to snow load. Arguments in favor of the flat roofs are that they are easier to maintain and inspect. The interiors are easier to heat and cool. They are lower cost and reduce stormwater runoff velocity. They also enable the construction of vegetative roofs. In the 1970's, it was all about aesthetics and to prevent mobile homes from moving into residential neighborhoods. Millennials are more likely to stop and look at modern buildings than historic ones. Most of the people that look at architecture in Sturgeon Bay are baby boomers who prefer ranch homes than contemporary and are not aware of current trends. The code needs to reflect the change that is happening in architecture across the country, as well as revising it according to taste and purchasing power. She recommends deleting the roof pitch discussion all together in the code.

Mr. Starr expressed his concern of not matching other homes in the neighborhood. Millennials need to integrate in some of the committees to provide a balance. After further discussion, it was moved by

Mr. Starr, seconded by Mr. Statz to recommend to Council to amend section 20.07(7)(c) of the zoning code to allow a roof with a minimum pitch of at least four feet in height for each 12 feet in width, unless a lesser pitch is approved by the Aesthetic Design & Site Plan Review Board. All eyes. Carried.

**Zoning map amendment from Single-Family Residential (R-2) to Multi-Family Residential (R-4) for Doneff Land Company, LLC, for a vacant parcel located on N. 9<sup>th</sup> Avenue, east of the Big Hill Regency House, parcel #281-62-17000105B:**

**Presentation:** Mr. Kernosky stated that Doneff Land Company is requesting that 1 ¾ acres of property be rezoned from Single-Family Residential (R-2) to Multi-Family Residential (R-4). Big Hill Regency House, located across the street, is also owned by Doneff Land Company. Mr. Kernosky went over the zoning classification of the surrounding area. The Comprehensive Plan identifies multi-family housing in that area. Two buildings are proposed, with four unit townhouses in one building and six units in another, with attached two car garages. A lot of concerns have been brought up from surrounding neighborhoods. Staff recommends that the zoning request be sent to Council for approval.

Mr. Olejniczak reminded Commissioners that action is only needed for the zoning classification change. A conditional use approval is needed to build the townhouses.

Sarah Bonovich, one of the owners of Big Hill Regency, stated that they had bought this property for future use. It would be marketed to people over 55 years old. There is a waiting list at Big Hill Regency House. All the landscaping and maintenance will be done by Doneff. There are no steps going into the townhouses. They are all two bedroom units, with some having lofts.

**Public hearing:** Chairperson Wiesner opened the public hearing at 7:30 p.m.

Chris Kellems, 120 Alabama St., stated she is a sustainable building advisor. This development fits in the Comprehensive Plan and sustainable issues. This is what our County needs. It should be opened to a wide range of ages and not just over 55 years of age.

There were no letters of correspondence in favor.

Bob Konrad, 846 Georgia Street, and owns property at 837 Georgia Street, stated his property abuts the Doneff property. He spoke against the rezoning.

Diane Konrad, 846 Georgia Street, was also opposed to the rezoning. Things were promised in the past by the Doneffs and were never followed through. If blasting were to be done it could damage the water tower and homes.

Paul Anschutz, 221 N. 6<sup>th</sup> Avenue, stated he was concerned with safety for adults and kids. Georgia Street to 14<sup>th</sup> Avenue has no sidewalks. Sidewalks should be put in first before considering rezoning.

Laurel Brooks, 920 Kentucky Place, stated that it is an unsafe area. Georgia Street was created with these issues in existence.

Mr. Wiesner reminded everyone that the issue here is rezoning, not to put a structure on the property.

Reid Rocheleau, 408 Cedar Street, Stevens Point, owns two properties on Georgia Street. He said this matter was addressed and settled 18 years ago. He didn't know how conditions could be changed on a PUD.

Pat Johnson, 845 Georgia Street, agreed with the safety and traffic issues and is in opposition to the rezoning.

Diane Konrad spoke again and stated what everyone is saying is that traffic is the main problem and concern. She likes the quietness of the neighborhood and security.

Kelly Catarozoli, 344 N. 3<sup>rd</sup> Avenue, mentioned it is very hard coming out of that area. The safety issue should be addressed before changing the density.

Mr. Olejniczak stated that this property is not part of the PUD. There are no current restrictions on the property. Based on the frontage, three two-family homes and a single-family home, or 4 -5 single family homes could be built on that property. R-4 zoning allows up to 20 units. Seven units could be built without changing the number of units.

Mr. Wiesner said to research and get feedback on what was said.

The consensus was to bring back consideration to the July meeting.

**Reconsideration of: Official name for new public street abutting the north side of Cadence (1425 S. Neenah Avenue):** Moved by Mr. Statz, seconded by Mr. Starr, seconded by Mr. Statz to reconsider this item. All ayes. Carried.

Mr. Kernosky stated that the fire chief thought the recommendation to name the street Helm Street sounded too close to Elm Street, which currently exists on the west side.

After a short discussion, it was moved by Mr. Starr, seconded by Mr. Statz to recommend to Council Halyard as the new street name. All ayes. Carried.

**Public comment on non-agenda items:** No one spoke during public comment.

**Adjourn:** Moved by Mr. Starr, seconded by Mr. Statz to adjourn. Carried. Meeting adjourned at 8:24 p.m.

Respectfully submitted,



Cheryl Nault  
Community Development Secretary

**PARKING & TRAFFIC COMMITTEE****June 20, 2016**

A meeting of the Parking & Traffic Committee was called to order at 4:30 p.m. by Chairperson Vandertie in Council Chambers, City Hall, 421 Michigan Street.

Members Will Gregory and Ron Vandertie were present. Jerry Stults was absent. Also present: City Engineer Chad Shefchik, Police Chief Arleigh Porter, City Administrator Josh VanLieshout, Municipal Services Director Bob Bordeau, and Municipal Services Secretary Colleen DeGrave.

Moved by Ald. Gregory, seconded by Ald. Vandertie to adopt the following agenda:

1. **Roll call.**
2. **Adoption of agenda.**
3. **Approval of minutes from 05/23/2016.**
4. **Public comment on non-agenda items.**
5. **Consideration of: Wal-Mart request for truck signage on Egg Harbor Rd.**
6. **Adjourn.**

All in favor. Carried.

Moved by Ald. Gregory, seconded by Ald. Vandertie, to approve the minutes from 05/23/2016. Carried.

**Public comment on non-agenda items.**

No public comment.

**Consideration of: Wal-Mart request for truck signage on Egg Harbor Rd.**

Municipal Services Director Bob Bordeau explained the request for truck signage on Egg Harbor Rd. came from Christine Conlon, Safety Coordinator for Wal-Mart. Bergmann & Associates drew up a map of the proposed signage. Glenn Harvey of Bergmann & Associates, explained Wal-Mart was requesting two No Truck signs at the entrance to Wal-Mart from Egg Harbor Rd., to eliminate the trucks hitting the stoplights at that location. He stated they would also place flexible delineators to the traffic pole. Mr. Bergmann also informed the committee that Wal-Mart was working with their drivers to educate them to use the entrance off of N. 14<sup>th</sup> Avenue. Chief Porter argued this would not solve the problem, but did like the educational component, however, since Econo Foods delivery trucks use that entrance as well, he did not feel it would solve the problem. Chief Porter suggested that due to a roundabout being installed at Egg Harbor Rd., perhaps the previous study at the Wal-Mart intersection on Egg Harbor Rd. is outdated. He asked Mr. Harvey to review the original plan, and get together with staff at a later date to come up with a solution, and then bring it forward at a committee level.

Motion by Ald. Gregory, seconded by Ald. Vandertie, to table discussion and action on this item until Bergmann & Associates has reviewed the plan and met with staff. Carried.

Motion by Ald. Gregory, seconded by Ald. Vandertie to adjourn. All in favor. Carried.

Meeting adjourned at 4:54 p.m.

Respectfully Submitted,



Colleen DeGrave

Municipal Services Secretary



# CITY of STURGEON BAY FIRE DEPARTMENT

**Kalin Montevideo**  
**Assistant Fire Chief**

421 Michigan St  
Sturgeon Bay, WI 54235

920-746-2916 Station 920-746-2448 Office  
920-746-6901 FAX  
Email: kmontevideo@sturgeonbaywi.org

TO: The Sturgeon Bay Fire & Police Commission/Sturgeon Bay Common Council  
FROM: Assistant Fire Chief Kalin Montevideo  
SUBJECT: May 2016 Monthly Fire Report  
DATE: June 16, 2016

I submit the following report of activities for the Sturgeon Bay Fire Department for the month of May 2016.

## **CALLS FIRE DEPARTMENT RECEIVED: 114**

**Year to Date Incidents: 574**

**CITY CALLS: 100**  
East Side Calls: 69  
West Side Calls: 31

**Type of Call:**  
Fire: 25  
EMS: 89

**COUNTRY CALLS: 14**  
Town of Sevastopol: 07  
Town of Sturgeon Bay: 05  
Gardner: 01  
Egg Harbor: 01

## **INCIDENT TYPE**

41 – Medical Non-Emergent	03 – Vehicle Accident	01 – Flammable/Combustible Liquid Spill
48 – Medical Emergent	02 – CO incident	02 – Alarm/Detect Activation, No Fire
01 – Grass/Outside Fire	03 - Citizen Complaint	01 – Sprinkler Activation, No Fire
01 – Search for Person on Land	01 – Good Intent Call	01 – Search for Person in Water
01 – Assist Law Enforcement	01 – Power Line Down	01 – Vehicle Fire
01 – Public Service	01 – Chemical Spill	03 – Electrical Wiring/Equipment Problem
01 – Arcing/Shorted Electrical Equipment		

## **CALLS PER DAY:**

Monday 20  
Tuesday 22  
Wednesday 13  
Thursday 15  
Friday 17  
Saturday 07  
Sunday 20

## **INPECTION REPORT:**

Inspections within the city limits: **164**  
Inspections outside the city limits: **17**  
Total number of inspection hours: **130.41 Hours**

## **SPECIAL REPORTS, ACTIVITIES AND REPAIRS**

**TRUCK/STATION MAINTENANCE:** Firefighters obtained oil samples from apparatus and sent in for analysis; changed oil in Brush 5 pump; replaced taillight in #7; changed oil and spark plug in exhaust fan on Engine 6; tested all LDH and completed testing on all fire hose; tested all marina fire protection systems; put the Justice Center SCBA into service; drained water from fuel filter in Engine 4; repaired the vent fan shroud guard on Engine 4 & 6; assisted Bay Com with port security cameras at Sunset Park and Waste Water Treatment Plant; repaired the front passenger window crank on Engine 4; rewired dash lights on Engine 6; installed new vehicle exhaust hoses at ES; put new fire hose into service; replaced 12V outlets in Engine 6; repaired leaking solenoid valve on Engine 6 air eject.

**TRAINING:** 177.75 hours of training were conducted in May. Members of the Honor Guard attended their monthly training; A/C Montevideo, Lt Austad, Lt Smith, FF Writt & FF Wiegand completed ICS 400 training; firefighters trained with driver/operator procedures; drafting with a port-a-tank; toured the Alpena at Bay Ship and FF Smith, FF Jorns & FF Paye began Fire Inspector I at NWTC.

**OTHER:** Fire Chief and AC attended city and other town meetings; installed two car seats; participated in the "Bike Rodeo" at Bayview Lutheran Church.

**BEVERAGE OPERATOR LICENSES**

1. Andre, James W.
2. Billings, Janice F.
3. Bink, Gretchen L.
4. Bongle, Ashley M.
5. Brandt, Alex T.
6. Busch, Kellie F.
7. Conway, Tammy L.
8. Dargis, Christine A/
9. Diller, Diana L.
10. Doering, Kathleen T.
11. Frank, Andrea E.
12. Hilsabeck, David L.
13. Kintopf, Bruce A.
14. Lyon, Lynn A.
15. Paronto, Heather L.
16. Rae, Mary J.
17. Riederer, Braden D.
18. Rodriguez, Diane L.
19. Savage, Julie A.
20. Schmelzer, Megan E.
21. Shipp, Catherine L.
22. Sohrweide, Benjamin D.
23. Sternard, Jessica M.
24. Surfus, Christine R.
25. Tjernagel, Carrie L.
26. Vertz-Stange, Lana R.
27. Wagner, Charles R.
28. Wilmot, Scott M.

6e.

6e.

**TEMPORARY CLASS B BEER:**

Forestville-Maplewood Lions Club  
156 Leege Avenue  
Forestville, WI 54213  
Agent: Chuck Wagner  
Location: Door County Fair Grounds – F-M Lions Fair Stand  
Dates: August 3-7, 2016

**TEMPORARY CLASS B WINE:**

Volunteer Center of Door County  
62 South Third Avenue  
Sturgeon Bay, WI 54235  
Agent: Carrie Tjernegel  
Location: Martin Park – Harmony By the Bay  
Date: July 13, 2016  
July 27, 2016

### SIDEWALK CAFÉ PERMIT APPLICATION

Application for sidewalk café permit must include:

1. **Written request.**
2. **Scaled diagram** (scale 1":1') detailing the frontage of the applicants café or restaurant facing the sidewalk area requested for use as a sidewalk café. The plan shall indicate the location of doorways, width of sidewalk (distance from curb to building face), location of trees, tree wells, sidewalk benches, trash receptacles, utilities (including fire hydrants, light fixtures, etc.) newspaper racks, mailboxes, and any other semi-permanent sidewalk obstruction which may affect or be affected by the proposal. The drawing shall delineate the area requested for use as a sidewalk café, and indicate the total square footage of the affected road right of way and exact dimensions of the proposed outdoor area.
3. **Copy of current Certificate of Insurance with City named as additional insured.**
4. **Completed Hold Harmless Certificate.**
5. **Non-refundable application fee in the amount of \$55.00 per location if alcohol is not served.**  
**Non-refundable application fee in the amount of \$220.00 per location if alcohol is served.**

Name of applicant: Paul Salm

Establishment Name: DOOR COUNTY FIRE CO, LLC

Address: 38 S 3rd Ave

Phone/Email: 920.818.0625, paulsalm@aht.net

Written Request Submitted  Cert of Insurance (additional insured) submitted

Scaled Diagram submitted  Hold Harmless Certificate submitted

Fee Paid 220.00  
C160628 #7

Date Completed Application Submitted: 6-28-16

Community Development Approval: Martin Blum 6-1-16

Department of Public Works Approval: Bob Jordan 6-6-16

Date of Common Council Approval: \_\_\_\_\_

Copy of Sidewalk Café Policy/Procedures provided to applicant.

Copy of Sidewalk Café Ordinance provided to applicant.

\*See back for "Alcohol Being Served Application Submission Information."

DOOR COUNTY  
  
**FAIR**  
 ESTABLISHED 1871

**AUGUST 3-7, 2016**

TOM ASH, President      THAD ASH, Vice President  
 STEVE JENNERJOHN, Treasurer      DONNA HENDERSON, Secretary  
 MEMBERS-AT-LARGE: TIM ASH & JOHN WHITE  
 DAWN VANDEVOORT, Educational Liaison  
 421 Nebraska St., Sturgeon Bay, WI 54235  
 920-746-7126 (Sept.-June) / 920-743-7972 (July-Aug.)  
 website: [www.doorcountyfair.com](http://www.doorcountyfair.com)

June 22, 2016

TO: Thad Birmingham, Mayor  
 City of Sturgeon Bay

FROM: Tom Ash, President, Door County Fair Association

RE: 2016 Door County Fair – August 3-August 7, 2016

This letter is our request for an exception to the noise ordinance for the days that the County Fair is being set up, held, and taken down -- namely Monday, August 1<sup>st</sup> through Wednesday, August 10<sup>th</sup>.

A check for the \$22.00 fee is attached. All events are listed on our fair website: [www.doorcountyfair.com](http://www.doorcountyfair.com)

Please let me know if I need to appear to present this request. If I do not have to appear, could someone please notify Donna Henderson, Fair Secretary (493-8196), regarding the decision on this request.

Thank you.

*\*\*Our above request is to cover any noise that MAY BE generated by workers out at the "Fair" park in preparation of the 2016 Door County Fair – August 3-7<sup>th</sup> . – **Our MINIMUM time request would be August 1<sup>st</sup> – August 8<sup>th</sup>** – when the Fair is involved in setting up, operating, taking down equipment and running grandstand events.*

*If you need any additional information, please contact Donna Henderson, Fair Secretary at 493-8196.*

C160622  
 #8

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the City Plan Commission, hereby recommend amending Section 20.07(7)(c) of the Municipal Code (Zoning Code) as follows:

(c) Have a roof with a minimum pitch of four feet in height for each 12 feet in width, unless a lesser pitch is approved by the Aesthetic Design and Site Plan Review Board.

Respectfully submitted,  
CITY PLAN COMMISSION  
By: Richard Wiesner, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Date: June 15, 2016

\*\*\*\*\*

Introduced by \_\_\_\_\_.

Moved by Alderperson \_\_\_\_\_, seconded by Alderperson \_\_\_\_\_ that said recommendation be adopted.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

**EXECUTIVE SUMMARY**  
**Roof Pitch Minimums**

**Background:** Under section 20.07(7)(c) of the Zoning Code, all dwellings in the residential districts are required to have a 4:12 roof pitch (four feet in height for each 12 feet in width). While several new dwellings that are submitted to the Community Development Department greatly exceed the 4:12 pitch requirement, many newer contemporary-style homes have a lower pitch for aesthetic reasons.

The City has received a few requests over the last several years to change this requirement within our zoning code. More recently, Virge Temme has requested that the Plan Commission take a serious look into whether or not this aesthetic requirement is outdated. A focus group of 24 people was brought together by Virge Temme and Scott Strang for design guidance on a home Scott Strang is planning on building. The focus group was asked to rank from 10 different house designs according to the individuals design preference. Overwhelmingly the group chose a contemporary, flat-roofed plan over all other plans showing more traditional gabled rooflines. This reflects a national trend in home designs.

**Plan Commission Recommendation:** The Plan Commission preferred the idea of retaining the roof pitch requirement of 4:12, but was open to allowing the Aesthetic Design and Site Plan Review Board to approve a lower pitched roof in the event a home builder wanted a more contemporary style.

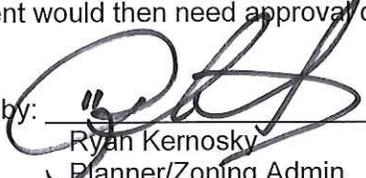
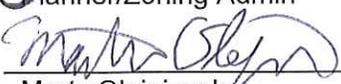
The amendment is below and is *italicized*:

Section 20.07(7)(c)

(c) Have a roof with a minimum pitch of four feet in height for each 12 feet in width, *unless a lesser pitch is approved by the Aesthetic Design and Site Plan Review Board.*

**Staff Recommendations:** City staff recognizes the need to update our zoning code to reflect more contemporary building styles and trends. With our roof pitch minimum, we may be limiting architectural freedom and unique housing styles. Staff believes that the Aesthetic Design and Site Plan Review Board's review is a step the right direction to allowing architectural freedom and unique housing styles.

If the City Council approves the recommendation, a public hearing will be scheduled. The amendment would then need approval of the first and second reading of the ordinance.

Prepared by: 	<u>6/30/16</u>
Ryan Kernosky Planner/Zoning Admin	Date
Reviewed by: 	<u>6/30/16</u>
Marty Olejniczak Community Development Director	Date
Reviewed by: 	<u>6/30/16</u>
Josh Van Lieshout City Administrator	Date

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the City Plan Commission, hereby recommend Halyard Street as the name for the new public street abutting the north side of Cadence (1425 S. Neenah Avenue).

Respectfully submitted,  
CITY PLAN COMMISSION  
By: Richard Wiesner, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Date: June 15, 2016

\*\*\*\*\*

Introduced by \_\_\_\_\_.

Moved by Alderperson \_\_\_\_\_, seconded by Alderperson \_\_\_\_\_ that said recommendation be adopted.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

EXECUTIVE SUMMARY

**Naming of New Road in Industrial Park**

**Background:** The City has dedicated a new street off of South Neenah Ave in the Industrial Park. This road will be used for future access for more potential development on the western side of the Industrial Park, and will serve the loading docks for Cadence when completed.

Under Chapter 8 of the Municipal Code, the City has a uniform street naming system. The east-west running streets on the west side of the bay in the Industrial Park are required to have nautical terms as names. Furthermore, these streets are required to be in alphabetical order. This street will begin with an "H" or "I".

During the May Plan Commission meeting Commissioners recommended naming the street Helm Street. There were concerns regarding the name sounding similar to Elm Street. After that meeting the Fire Chief objected to the proposed name due to its similarity with Elm and the potential for emergency responders going to the wrong location. At the request of staff the recommendation was removed from the Council agenda, and was placed on the June Plan Commission Agenda.

The Plan Commission has recommended naming the street Halyard Street.

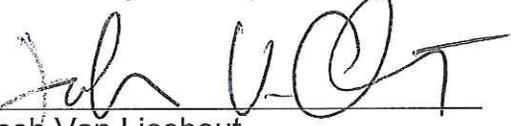
**City Staff Recommendation:** City Staff recommends approve of Halyard Street.

Prepared by:   
Ryan Kernocky  
Planner/Zoning Admin

6/29/16  
Date

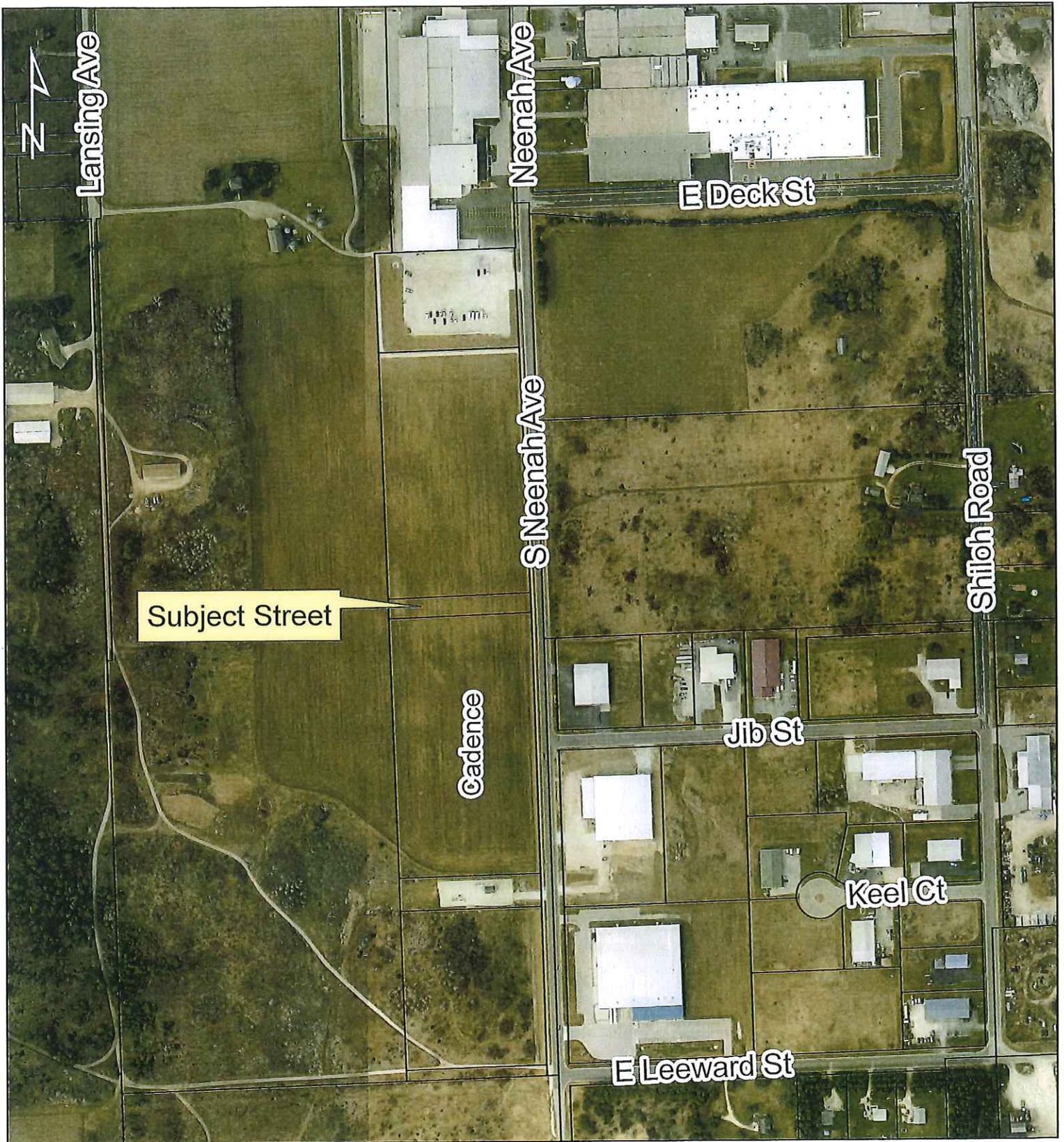
Reviewed by:   
Marty Olejniczak  
Community Development Director

6/29/16  
Date

Reviewed by:   
Josh Van Lieshout  
City Administrator

6/29/16  
Date

# Street Name Location Map



## PUBLIC HEARING NOTICE

The City of Sturgeon Bay Common Council will hold a public hearing in the Council Chambers, 421 Michigan Street, Sturgeon Bay, Door County, Wisconsin on Tuesday, July 5, 2016, at 12:00 Noon or shortly thereafter, for the purpose of considering an amendment to Chapter 20 of the Municipal Code (Zoning Code). The proposed text amendment would require an attached or detached accessory building with a minimum floor area of 240 square feet to be constructed with all new dwellings. A copy of the proposed text amendment can be viewed on the City website at [www.sturgeonbaywi.org](http://www.sturgeonbaywi.org), or in the Community Development Department, 421 Michigan Street, and weekdays between 8:00 am to 4:30 pm. The Public is invited to give testimony in favor or against the proposed amendment, either in person at the hearing or in writing.

By order of:  
The City of Sturgeon Bay Common Council  
Stephanie Reinhardt  
City Clerk

## ORDINANCE NO.

THE COMMON COUNCIL OF THE CITY OF STURGEON BAY, WISCONSIN DO  
ORDAIN AS FOLLOWS:

SECTION 1: Section 20.07(7)(i) of the Municipal Code (Zoning Code) of the City of  
Sturgeon Bay, Wisconsin is hereby created as follows:

(i) For all dwellings constructed after the effective date in this paragraph,  
an either attached or detached accessory building with a minimum floor  
area of 240 square feet shall be constructed.

SECTION 2: This ordinance shall take effect on the day after its publication.

Approved:

\_\_\_\_\_  
Thad Birmingham  
Mayor

Attest:

\_\_\_\_\_  
Stephanie Reinhardt  
City Clerk

## EXECUTIVE SUMMARY

**Title:** Zoning Code Amendment – Require Garage To Be Constructed With All New Dwellings

**Background:** Currently, the City of Sturgeon Bay does not require a garage or other storage building to be built when a new dwelling is constructed. The vast majority of new homes include either an attached or detached garage, but there are some without any associated storage building. This has led to concerns about outdoor storage on those lots. The Zoning Code has regulations preventing the outdoor storage of various objectionable items and junk materials.

For homes without storage buildings, there are fewer options for storing materials. Even non-regulated items such as grills, bikes, refuse containers, boats and lawn furniture often must be stored outdoors leading to potential aesthetic issues. Requiring a storage building with new dwellings might help prevent such storage issues.

The Plan Commission reviewed this issue and made its recommendation that the City begin to require a garage. The Commission considered whether the garage should be attached or detached from the dwelling and the appropriate minimum size for the garage. The Plan Commission desired to maintain flexibility for the property owner and also not be overly restrictive. Therefore, its recommendation is that the required garage be either attached or detached and have a minimum size of 240 square feet (essentially a one-car garage).

The vast majority of new homes will easily meet the recommended zoning requirement. Most new projects have two to three-car garages. The only homes constructed in recent years without garages have been constructed by Habitat for Humanity. It is noted that Habitat for Humanity used to routinely include a small garage with their homes, but due to a national Habitat for Humanity policy, the Door County chapter now only includes a garage when required by the local municipality.

The Council approved the recommendation and the proposed change has been put into ordinance format. The required hearing is scheduled for July 5th. The proposed ordinance has already been reviewed by the city attorney.

The requirement for the detached or attached accessory building will be added to section 20.07(7) of the zoning code, which are the Aesthetic Requirements and design requirements for dwellings. It is noted that this section of the code applies to all dwelling (single-family, two-family and multiple-family) in the R-1, R-2, R-3, and R-4 districts. Most of the discussion regarding this issue so far has centered on single-family dwellings. If the Council elects not to apply the proposed requirement to multiple-family dwellings and/or two-family dwellings, it can do so by amending the ordinance prior to adopting it.

**Options:** The Council has the options of:

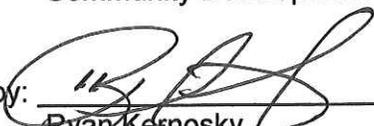
- Adopt the proposed ordinance. All new dwellings in the R-1, R-2, R-3, and R-4 districts would require the accessory building.
- Modify the proposed ordinance, such as only apply the requirement to single-family or two-family dwellings, and then adopt it.
- Refer the recommendation back to the Plan Commission for additional study or modifications.
- Rejecting the proposed ordinance. There would be no changes made to the zoning code.

**Fiscal Impact:** Other than the cost of publishing the public hearing notice and the code amendment (if adopted), there is no cost to the City to amend the zoning code. Since nearly all new homes already meet the proposed regulation, the impact on the tax base will be negligible.

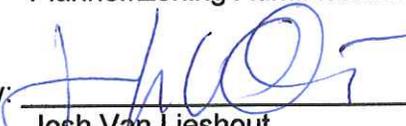
**Recommendation:** Adopt the ordinance.

Prepared by:   
Martin Olejniczak,  
Community Development Director

6/30/16  
Date

Reviewed by:   
Ryan Kernosky,  
Planner/Zoning Administrator

6/30/16  
Date

Reviewed by:   
Josh Van Lieshout,  
City Administrator

6/30/16  
Date

## EXECUTIVE SUMMARY

**Title:** Request for Fence Encroachment into Jefferson Street Right-of-Way - Fincantieri

**Background:** Fincantieri Marine Group, LLC (Bay Shipbuilding Company) requests an encroachment into the street right-of-way of Jefferson Street for its security fence surrounding the former Palmer Johnson Yachts facility. The City approved vacating (closing) portions of Jefferson Street and N. 1st Avenue subject to several conditions. One of the conditions required review and approval of the fence by the Waterfront Design Review Board. The proposed fencing was approved by the Board, but the portion crossing Jefferson Street requires approval of the council since it impacts a portion of the street that has not been vacated. The necessary mechanism is known as a privilege in the street and has been used by the council from time to time, most recently for a fence at the corner of Joliet Avenue and Maple Street.

Another condition of the street vacation is that Fincantieri needs to provide an easement or land for a turnaround at the end of Jefferson Street. Fincantieri proposes to demolish the existing dwelling at 225 Jefferson Street and construct a small parking lot that would also serve as the turnaround. But there is land between the dwelling and the main PJ's building that has been and will continue to be used for outdoor storage. Fincantieri would like to have this area be inside of the security fence and is proposing a mostly solid fence at this location to screen the storage area.

The location of the fence has been reviewed by all pertinent departments, including Public Works, Engineering, Community Development, Police and Fire. No concerns with the proposed location have been identified. The fence will not interfere with the proposed parking area/turnaround. It is still approximately 54 feet away from the alley.

Fincantieri is in the process of acquiring land behind the Bellin Health building and would relocate the exit door at the rear corner of the building to the Jefferson Street side. The new exit door would be outside of the proposed fence and, therefore, the fence should not hamper the owner of the Bellin Health building, but that should be confirmed.

**Fiscal Impact:** None.

**Recommendation:** Approve the privilege in the street for the fence, subject to the following conditions:

1. The fence shall be located not more than 30 feet from the westerly end of the Jefferson Street right-of-way remaining after the street vacation.
2. The design of the fence shall be as approved by the Waterfront Design Review Board.
3. The fence must be removed or relocated at the owner's expense if requested by the City in the future.
4. Approval of the adjoining property owner, Sturgeon Bay Development, LLC (Bellin Health)

Prepared by: Martin Olejniczak 6-30-16  
Martin Olejniczak Date  
Community Development Director

Reviewed by: \_\_\_\_\_ Date  
Bob Bordeau  
Public Works Director

Reviewed by: Chad Shefchik 6-30-16  
Chad Shefchik Date  
City Engineer

Reviewed by: Josh Van Lieshout 6/30/16  
Josh Van Lieshout Date  
City Administrator

### Fence for Bay Shipbuilding Company

In most instances a permit is not required for a fence and fences are not typically reviewed by the Waterfront Design Review Board. For the proposed Bay Shipbuilding fence, however, the WDRB approval is required to meet one of the conditions for N. First Ave and Jefferson Street to be vacated and closed.

#### **Condition for the street closures of First Ave and Jefferson Street**

**9. Access Points/Aesthetic Issues.** FMG must commit to install gates/fences in the street areas to be closed on First Avenue and Jefferson Street which will have aesthetic character, rather than chain link or similar gate or fencing material. All gate and fencing components to be newly installed within fifty feet of a street must be approved by the City of Sturgeon Bay Waterfront Design Review Board prior to installation. There shall be an emergency access available to emergency vehicles at north end of First Avenue and at west end of Jefferson Street.

The proposed plan for the type and placement of the fencing was submitted by BSC. City staff, including the Fire Chief and Chief of Police, have reviewed and approved the plan. The WDRB needs to consider the aesthetic character of the fence for the areas near the remaining portion of the streets.

- Reported by Marty Olejniczak, Community Development Director – June 9, 2016



# Guardian (17°)



2 horizontal rails



3 horizontal rails



4 horizontal rails



